

5-8465

JUL 29 1954

MEMORANDUM FOR: Deputy Director (Administration)

SUBJECT: Transfer of T/O and Ceiling Slots from the DD/I
Area to the Office of the Director

25X1A

1. CIA [REDACTED] (Tab A) abolished the Office of Intelligence Coordination.

2. The Special Assistant for Planning and Coordination (see Tab B) requests the transfer to his jurisdiction of the ceiling of ten and the accompanying T/O slots from the former SIC and the deletion of position number A178.02 within his office, together with a transfer of a ceiling allocation of one from the Office of the DCI to the Director's reserve. The ultimate disposition of position number C-10 has not yet been determined.

3. The Assistant Director for Personnel has concurred subject to later review of position information (see Tab C).

4. The Comptroller has concurred and stated that funds are available in the FY 1955 operating budget (see Tab D).

5. The Assistant to the DD/I for Administration concurred subject to the understanding that appropriate adjustments will be made in the future for the transfer of slots and ceiling from the Office of the Special Assistant for Planning and Coordination to the Office of National Estimates for the functional requirements of the Secretariat of the Intelligence Advisory Committee.

6. Approval of the following is recommended as shown in Tab E:

a. Transfer of a ceiling allocation of ten and the accompanying T/O slots from the former SIC to the Office of the Special Assistant for Planning and Coordination.

b. Deletion of position number A178.02 and the transfer of one ceiling allocation from the Office of the DCI to the Director's reserve.

c. Deletion of those remaining positions from the SIC T/O, thus cancelling it out;

~~CONFIDENTIAL~~

~~SECRET~~

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<u>Position No.</u>	<u>Grade</u>	<u>Title</u>
G-9	GS-4	Clerk-Steno
G-11	GS-14	I.O.-General
G-12	GS-13	I.O.-General
G-13	GS-6	Clerk-Steno
G-14	GS-5	Clerk-Steno
G-16	GS-14	I.O.-General
G-17	GS-13	I.O.-General

7. Approval of the above recommendations will reduce the agency's ceiling by one, reduce the DD/I ceiling by ten, and increase the DCI ceiling by nine, the net of which results in a ceiling and T/O of sixteen for the Office of the Special Assistant for Planning and Coordination and should result in the transfer of one supergrade allocation from the DD/I to the Office of the DCI.

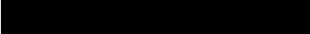
8. Your attention is invited to the qualified approval appearing below.

SIGNED


Chief, Management Staff

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ATTACHMENTS:

Tab A - CIA 
Tab B - Proposal
Tab C - Concurrence of IAD/P
Tab D - Concurrence of Budget Div.

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